



## Position Description for Student Advisory Committee, Gloucester Education Foundation

**TITLE:** Student Advisory Committee, Gloucester Education Foundation (GEF)

**REPORTS TO:** GEF Executive Director

**PURPOSE:** To bring student perspectives to the Board and to GEF, to aid in program selection and development, to give input on individual student experiences within the Gloucester Public Schools, to act as an ambassador of GEF within the school and the community, and to assist GEF on special projects.

**TERM:** The term of service for a member of the Student Advisory Committee shall be one year from February 2024 - January 2025. Students will have the opportunity to renew for a final semester January 2025- June 2025 with the agreement of the Executive Director and Student.

**COMPENSATION:** students work approximately 5 hours/month. Students can choose either to receive a stipend of \$300 each semester, or to log community service hours for their work. Both of these are contingent upon completely fulfilling the duties of the position.

### **EXPECTED MEETING ATTENDANCE:**

- Attend monthly meetings (some in-person, some remote) with fellow advisors and GEF staff
- Occasionally, with another student, attend GEF board and committee meetings to report out on activities and participate in discussions
- Attend and participate in GEF annual events (Power of Play, Arts Festival, Education Forum/Donor Celebration), school and community events where GEF is a participant

### **ROLE OF STUDENT ADVISORY COMMITTEE MEMBERS:**

- Advise on and advocate for the needs and desires of students
- Act as GEF ambassadors within the high school and community
- Assist GEF with special projects (programs, events, marketing/outreach, data collection, etc)

### **RESPONSIBILITIES:**

- Attend meetings, events, and show commitment to GEF activities
- Take on at least one project that is tailored to your interests and serves a GEF need
- Actively communicate with GEF staff and board, in person and over email
- Contribute skills, knowledge and experience
- Listen to other points of view
- Ask questions to clarify, challenge and further understanding
- Participate in organizational decision-making, where appropriate